

15 April 1946

CENTRAL PLANNING STAFF

PROCEDURE MEMORANDUM NO. 24

SUBJECT: Appointment of Planning Assistant

25X1A

1. [REDACTED] is appointed Planning Assistant to the Chief and Deputy Chief, Central Planning Staff. She is required to represent this office in contacts with Branches of the Planning Staff and with other offices of the C.I.G. on matters pertaining to planning, progress under Planning Directives, format of planning studies, and related matters. She arranges appointments, conferences and review conferences for this office on planning problems. She maintains the planning records and files of this office.

25X1A

[REDACTED]  
Acting Chief, Central Planning Staff

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